

18 JAN 1983

**MEMORANDUM FOR:** Chief, Position Management and Compensation  
Division, Office of Personnel

**FROM:** Daniel C. King  
Director of Logistics

OTM  
T-6

**SUBJECT:** Survey of the Office of Logistics' Real Estate  
and Construction Division

1. To assist your office in its forthcoming survey of the subject unit of the Office of Logistics, I have attached a summary of its structure, including current and proposed position grades and position descriptions. Please note a major organizational change within the Divisions' Real Estate Branch which is further described below.

2. Although overall division activity has increased dramatically, the basic responsibilities of Real Estate and Construction Division are essentially unchanged from previous years. The Real Estate Branch is an exception. The responsibilities of this branch have changed dramatically with the adoption of leasing authority and the expansion of Agency operations in recent years and we see this activity continuing. Position descriptions for this branch reflect this new level of responsibility.

3. During the process of your survey, you will also be informed of potentially new responsibilities which are presently being studied and may be undertaken by this division in the short-term future.

/s/ Daniel C. King

Daniel C. King

#### Attachments

#### Distribution:

- Orig - Addressee w/atts
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OL/RECD, [ ] (3 Dec 82)

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